

**June 26, 2023**

The Mitchell County Commissioners met in formal session at 8:30 a.m. on Monday, June 26, 2023. Chairman Jim Marshall and members Tom Claussen and Mike Cooper were in attendance.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the June 19, 2023 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

NCK CASA Executive Director Chelsey Wilson was present to discuss the services provided in Mitchell and surrounding counties. The average age of volunteers for CASA is 60 years old with the youngest being 45. They are always in need of volunteers and have kids on a waiting list that need representatives. The federal funding for CASA was cut by 40%. They are asking for a \$2,000 increase in their budget from \$12,000 to \$14,000.

Missy McGinnis, EMS Director, along with Timmy Greenwood, Andrew Allen, Matt Lichtenwalter, and Kelly Hawk, EMS employees, were present with department updates. All employees in attendance are happy with the changes that have taken place in the department. People are positive, filling shifts, and equipment is getting updated. Stacey Allen is working with Emily Benedick on a grant for an Ambu Man dummy to train on and the state inspectors will be here on Wednesday.

McGinnis requested a 5-minute executive session for non-elected personnel per KSA 75-4318 with the three commissioners and Heather Weston Mitchell County Clerk. The session was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session started at 8:57 a.m. and ended at 9:02 a.m. No decisions were made in executive session.

County Health Director Courtney Murrow and Jesse Benedick, Schwab Eaton, were present with contract documents for the parking lot project. The bid will be let for two options. The base bid is the ADA compliant area for \$55,595, the second is the entire parking lot for \$146,000. Since the entire project cost exceeds \$100,000 the company needs to be bonded. The commissioners decided to let the job out for local bid in the Beloit Call and Waconda Trader. Bids will be due September 1<sup>st</sup> at 5:00 p.m. to the Mitchell County Clerk's Office and will be opened September 5<sup>th</sup> at 9:00 a.m. in the commissioners meeting.

Emergency Management Director David Dohe and Greg Drum were present to discuss the floodplain resolution. Dohe requested a 15-minute executive session for matters of security per KSA 75-4318 with the three commissioners, Greg Drum, and Heather Weston. The session was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session started at 9:27 a.m. and ended at 9:42 a.m. when it was extended 5 more minutes on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session started at 9:42 a.m. and ended at 9:47 a.m. No decisions were made in executive session.

Deb Ohlde, NCRPC, and Emily Benedick, Economic Development Director, were present to talk about Safe Streets and Roads Regional Dollars. These are targeted at run down infrastructures that can be fixed with construction projects. Benedick also mentioned that the Department of Commerce has COVID Relief Dollars for technology upgrades. There is a \$750 application fee to apply for the grant. The commissioners said yes, the county wanted to be included in the application for both grants on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

On motion by Mike Cooper and seconded by Tom Claussen a Cereal Malt Beverage License for retail sell at Family Dollar was approved. Motion carried by unanimous vote.

The meeting was adjourned at 10:10 a.m. on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

\_\_\_\_\_ ATTEST: Heather Weston, Mitchell County Clerk

The commissioners took a 5-minute recess before a scheduled department head meeting.

The department head meeting began at 10:15 a.m. Emily Benedick and all department heads except Clint Offutt, GIS, and Mark Noah, County Attorney, were present. Lynne Imboden, HR, handed out papers for employees to fill out and return to the clerk's office with current information. Imboden also reminded that any change in an employee's information or an accident needs to be reported to HR immediately. All present gave an update of their department. The meeting ended at 11:25 a.m.